

# Maine Conservation Corps (MCC) Reference Form

**APPLICANT NAME (type or print):** \_\_\_\_\_

The person named above is applying for a position with MCC. If accepted, he/she will serve as a volunteer on natural resource-related projects. The duties could range from building hiking trails, implementing environmental education curriculum, or recruiting volunteers for projects. The applicant should tell you which MCC position they are applying for. You are welcome to substitute a letter of reference or you may use additional sheets if necessary.

**Type or print in DARK BLUE or BLACK INK ONLY.**

1. In what capacity have you known the applicant?

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**Questions 2 – 7; please rank the applicant with 1 = lowest rating, 5 = highest rating and NA = not able to assess.**

2. How well does the applicant accept responsibility?
3. How well does the applicant get along in a group?
4. Does the applicant have good oral communication skills?
5. How willing and able is the applicant to perform hard physical labor?
6. How comfortable is the applicant in dealing with unfamiliar people?
7. How well is the applicant able to follow directions and carry through on tasks without supervision?

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8. Please describe applicant's degree of maturity and independence, using specific examples where possible.

9. Has the applicant demonstrated leadership skill or talent? If yes, describe.

10. Please describe his/her degree of initiative and capacity to work independently.

11. Would you hire or rehire him/her to work for you? Why/why not?

12. Please describe what you consider to be the applicant's major strong points and limitations.

13. To what extent do you recommend him/her?

14. May this reference be released to the applicant upon request?

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Tel# \_\_\_\_\_

Professional Title \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please mail or fax this reference directly to:  
Maine Conservation Corps, 124 State House Station, Augusta, ME 04333  
Fax: 207-287-3342

**Please keep in mind, delay in returning this form may diminish the applicant's chances of being selected.**